

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 27TH DAY OF JANUARY 2004, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

**A. ROLL CALL**

Jay T. Harrison, Sr., Chairman  
John J. McGlennon, Vice Chairman  
M. Anderson Bradshaw  
Bruce C. Goodson  
Michael J. Brown

Sanford B. Wanner, Secretary  
Frank M. Morton, III, County Attorney  
Larry M. Foster, General Manager

**B. CONSENT CALENDAR**

Mr. McGlennon made a motion to adopt the item on the Consent Calendar.

The motion passed by a unanimous voice vote.

1. Organizational Meeting Resolution

**RESOLUTION**

**ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS**

WHEREAS, the Board of Directors of the James City Service Authority, James City County, Virginia, is desirous of establishing rules for the conducting of its business for the year of 2004.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, that the following rules shall apply for the year 2004.

1. Regular meetings of the Board shall be held following the second Board of Supervisors' meetings each month. The meetings shall be held following the 7:00 p.m. Board of Supervisors' meeting. In August and December when there is only one Board of Supervisors' meeting, a Board meeting can be scheduled if needed.
2. The Board shall, for parliamentary purposes, follow Robert's Rules of Order and more specifically those provisions which pertain to the conduct of Business in Boards, Newly Revised, 1981 at p. 404 as follows:

- a. Members are not required to obtain the floor before making motions or speaking, which they can do while seated.
- b. Motions need not be seconded.
- c. There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.
- d. Informal discussion of a subject is permitted while no motion is pending.
- e. The Chairman can speak in discussion without leaving the chair; and can make motions and votes on all questions.

2. Minutes - January 13, 2004, Organizational Meeting

**C. BOARD CONSIDERATIONS**

1. Setting a Public Hearing – FY 05-06 Utility Rates

Mr. Larry M. Foster, General Manager of the James City Service Authority, requested the Board set a Public Hearing for April 27, 2004, for proposed utility rate changes.

The Board and staff discussed the rate change alternatives and the consensus of the Board was to preserve the residential water rate for the first block and increase the second and third blocks.

Mr. Brown made a motion to adopt the resolution with the amendment that the rates reflect the Board's consensus and FY 06 rates reflect the FY 05 rates.

The Board discussed the motion.

Mr. Brown accepted the Board's recommendation that reference to the FY 06 rates be removed.

Mr. Brown made a motion to adopt the resolution with the amendment that the rates for FY 05 reflect the Board's consensus and that reference to FY 06 be removed.

On a roll call vote, the vote was: AYE: Bradshaw, Goodson, Brown, McGlennon, Harrison (5).  
NAY: (0).

**RESOLUTION**

**SETTING A PUBLIC HEARING - FY 05 UTILITY RATES**

WHEREAS, the Board of Directors of the James City Service Authority desires to set a Public Hearing for proposed utility rate changes to the Regulations Governing Utility Service.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, that the Board of Directors will hold a Public Hearing on April 27, 2004, and request staff to review Section 32, General Rate Policy and Rate Schedule, Regulations Governing Utility Service and make changes to the rates, fees, and charges, are summarized below, which will become effective July 1, 2004, if adopted:

**1. Residential Water Retail Service Rate (Inverted-Block Rate):**

<u>Quarterly Consumption</u>	<u>FY 04 Current Rate</u>	<u>FY 05 Proposed Rate</u>
1st Block: Less than 15,000 gallons	\$2.30 per 1,000 gallons (\$1.72 per 100 cubic feet)	No Change
2nd Block More than 15,000 gallons but less than 30,000 gallons	\$2.60 per 1,000 gallons (\$1.95 per 100 cubic feet)	\$2.71 (\$2.03)
3rd Block More than 30,000 gallons	\$7.45 per 1,000 gallons (\$5.57 per 100 cubic feet)	\$7.60 (\$5.69)

**2. Nonresidential Water Retail Service Rate:**

Flat Rate	\$2.60 per 1,000 gallons (\$1.95 per 100 cubic feet)	\$2.70 (\$2.02)
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**3. Sewer Retail Service Rate:**

Flat Rate	\$2.50 per 1,000 gallons (\$1.87 per 100 cubic feet)	\$2.70 (\$2.02)
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BE IT FURTHER RESOLVED, that the proposed amendments be made part of this resolution.

**2. Setting a Public Hearing – Amendment to the Regulations Governing Utility Services – Establishment of a Rate Equalization Fund**

Mr. Larry M. Foster, General Manager of the James City Service Authority, requested the Board provide staff guidance to set a Public Hearing on April 13, 2004, on a proposed Rate Equalization Fund for development of independent water systems constructed after the date of approval of the amendment to the Regulations Governing Utility Service establishing the provisions for the fund.

The Board and staff discussed the options and which option would provide the ability for the Authority to quickly recover costs.

The Board reached a consensus on Option 1, whereby the developer will pay \$4,000 for each lot or dwelling unit at the time of subdivision/site plan approval.

Mr. McGlennon made a motion to advertise a Public Hearing for April 13, 2004, to establish a Rate Equalization Fund, whereby a developer will pay \$4,000 for each lot or dwelling unit at the time of subdivision/site plan approval.

On a roll call vote, the vote was: AYE: Bradshaw, Goodson, Brown, McGlennon, Harrison (5). NAY: (0).

**D. BOARD REQUESTS AND DIRECTIVES**

Mr. Goodson recommended the policy be established for the disposal of the proceeds within the Rate Equalization Fund if no longer needed.

**E. ADJOURNMENT**

Mr. Brown made a motion to adjourn.

The motion passed by a unanimous voice vote.

Mr. Harrison adjourned the Board at 7:50 p.m.

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Sanford B. Wanner  
Secretary to the Board

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